

LEGISLATIVE ASSEMBLY OF BRITISH COLUMBIA

POLICY MANUAL

SECTION	Members' Policies
POLICY	7200 – Member Allowances

Objective To establish the purpose, administration, eligibility, and requirements for each allowance available to Members of the Legislative Assembly to conduct their parliamentary and constituency duties.

Application This policy applies to Members of the Legislative Assembly. This policy does not apply to personal compensation or other reimbursement available to Members under the *Members' Remuneration and Pensions Act* (R.S.B.C. 1996, c. 257).

Authority Policies affecting Members of the Legislative Assembly are approved by the Legislative Assembly Management Committee as per *Policy 1000 – Legislative Assembly Policy Framework*.

Key Definitions **“arm’s-length”** means a transaction between persons who are not bound by a mutual financial, personal, or political interest;

“family” means any person a Member lives with, or is related to by genetics, marriage, common-law, adoption, or guardianship, or a person a Member considers as their chosen family. A family member of a Member’s partner is also considered family of the Member (e.g., child, parent, sibling of a Member’s partner);

“private interest” means any real or tangible benefit that provides personal benefit, including an economic advantage.

- 1. General**
- .01 Allowances are Vote 1 funds available to Members of the Legislative Assembly to conduct their parliamentary and constituency work. Allowance amounts are prescribed in Appendix A – Allowance Rates.
 - .02 Allowances are administered by the Legislative Assembly Administration as a:
 - a) direct payment to a Member;
 - b) reimbursement when authorized by a Member under *Policy 7205 – Member General Expenditure*; or
 - c) direct payment from the Legislative Assembly to a vendor, contractor, landlord, or a Member’s staff when authorized by a Member.
 - .03 A Member must operate within the prescribed allowance limits and eligibility parameters of each allowance as set in this policy. Each allowance may only be used for its intended purpose.

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- .04 A Member is expected to take proactive steps to ensure that all agreements, contracts, and purchases using a Member allowance are made at an arm's length.

Members are not considered to have an arm's-length relationship with: family; former or current business associates; caucus staff; family of a constituency office employee; or any other relationship the Legislative Assembly Management Committee may designate.

- .05 In circumstances where a transaction is not arm's-length, the agreed upon price must not exceed fair market value.

- .06 The Legislative Assembly Administration will provide or make available to each Member and the Caucus Chair and their designate(s) with which the Member is affiliated, regular financial reports indicating the available balance for each of the Member's allowances for the fiscal year.

2. Non-Parliamentary Activities

- .01 A Member must not use any allowance for activities:
- a) related to the private interests of a Member, a Member's family, or persons involved in other business with the Member;
 - b) related to the administration, organization, and communications of a political party, including participation in a party leadership campaign or convention, solicitation of contributions or membership of a political party;
 - c) designed, in the context of a federal, provincial, or municipal election, or any other local election, to support or oppose a political party or candidate;
 - d) designed, in the context of a federal, provincial, or local government referendum, to support or oppose a particular ballot initiative;
 - e) designed to advocate a position for an initiative vote under the *Recall and Initiative Act* (R.S.B.C. 1996, c. 398); or
 - f) that are related to a meeting of an electoral district association, as defined in the *Election Act* (R.S.B.C. 1996, c. 106), and that are conducted for nomination, electoral, or sponsorship purposes or that relate to soliciting contributions or membership.
- .02 A Member must not use any allowance to print, mail, publish, create, or distribute any material seeking financial support or containing any

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information of a partisan nature, which includes information related to:

- a) the solicitation of money or votes for a candidate or political party;
- b) the solicitation of memberships of a political party;
- c) the distribution or display of materials that include references to or use of political party slogans, websites, or publications;
- d) activities that relate to the internal administration, organization, conventions, meetings, or communications of a political party or electoral district association;
- e) activities that relate to a leadership contest or nomination contest for a political party;
- f) the solicitation of support or opposition for a particular ballot initiative during a federal, provincial, or local government referendum;
- g) advocating a position for an initiative vote under the *Recall and Initiative Act* (R.B.S.C. 1996, c. 398); or
- h) activities that relate to a recall campaign.

3. Constituency Office Allowance

- .01 The constituency office allowance is an annual budget allocated to each Member to operate their constituency office(s), pay constituency staff salaries and certain employee benefits and other employer obligations, communicate with their constituents, and conduct their constituency work. Each Member is responsible for managing their constituency office operations within their allocated budget.
- .02 Two or more Members are permitted to use their respective constituency office allowance to jointly acquire a good or service that will be used by each Member.
- .03 At the end of the fiscal year, a Member's unspent constituency office allowance is communicated to the Member and carried forward for use in subsequent years. The carry forward amount must not exceed a cumulative year-over-year total of \$75,000 per Member.
- .04 If at the end of the fiscal year, a Member exceeds the constituency office allowance limit, the amount that the Member overspent will be deducted from the Member's constituency office allowance allotment for the subsequent fiscal year. Should a Member continue to overspend and not resolve their negative balance by the end of the subsequent fiscal year, or overspend and vacate their seat during a Parliament, the Chief Financial Officer must report the matter to the

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Subcommittee on Finance and Audit of the Legislative Assembly Management Committee.

- .05 Appendix B – Constituency Office Allowance Expenses prescribes eligible and ineligible uses of the constituency office allowance. The Legislative Assembly Administration may add new categories and types of expenses consistent with the general parameters of the appendix and this policy.

4. Constituency Office Allowance – Supplemental Allowances

- .01 The in-constituency staff travel allowance is an annual supplement added to a Member's constituency office allowance. This allowance is available to Members who represent constituencies in semi-urban, semi-rural, rural, and coastal or remote areas to cover costs incurred by constituency staff while travelling on a Member's behalf within the boundaries of the electoral district. Eligible constituencies are specified in Appendix A.
- .02 The start-up funding allowance is a one-time supplement added to a Member's constituency office allowance upon election or re-election. The allowance is intended to cover the costs associated with setting up a constituency office (e.g., office supplies, office décor). Any unused portions of the allowance are carried forward as part of a Member's constituency office allowance.
- .03 The office furniture and equipment allowance is a supplement added to a Member's constituency office allowance upon a Member's first election to the Legislative Assembly. This allowance is distributed once over a period of service of 3 consecutive Parliaments. At the beginning of a Member's fourth uninterrupted election to the Legislative Assembly, the allowance is replenished.

5. Constituency Office Allowance – Vacating a Seat and Elections

- .01 The Legislative Assembly Administration will prorate the constituency office allowance when a Member's seat becomes vacant during a Parliament and when there is an election.
- .02 Upon dissolution of the Legislative Assembly, the constituency office allowance may only be used for unavoidable and ongoing costs that support the core functionality of the constituency office. Effective the date of dissolution of the Legislative Assembly, the constituency office allowance cannot be used to pay for any communications product and all communications products that have been pre-booked must be withdrawn.

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6. Educational Resource Allowance

- .01 The educational resource allowance is an annual allowance available to a Member to purchase specialized educational resources for outreach activities within their constituency. Any unused amount is not carried forward to the next fiscal year.

MLA classroom kits and educational resources for school outreach activities are paid from a central budget and are not charged against the educational resource allowance.

7. Photography Allowance

- .01 The photography allowance is allocated per Parliament for a Member to arrange for a professional official portrait. A Member must arrange their own photographer. Any unused amount is not carried forward to the next Parliament.

- .02 Photographs produced using the photography allowance may only be used for a parliamentary or constituency purpose, such as representing the Member on the Legislative Assembly website or on a Member's official business cards.

- .03 A Member may use their constituency office allowance for amounts exceeding their maximum photography allowance or for additional professional photography for the specific purpose of advertising or promoting constituency office services.

- .04 Photographs for a partisan purpose must be paid for from a caucus or legislative office budget.

8. Stationery and Postage Allowance

- .01 The stationery and postage allowance is an annual allocation of specific stationery products and postage costs paid from a central budget. Any unused amount is not carried forward to the next fiscal year.

- .02 Stationery must conform to the standards and allowance limits outlined in Appendix C – Stationery and Postage Allowance.

- .03 Stationery must not include:
- a) any Executive Council or Parliamentary Secretary position;
 - b) any appointment or designation by the Government of British Columbia or a Member of the Executive Council; or
 - c) political affiliation, political statements or slogans, or political party colours, logos, or names.

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- .04 The cost of postage is paid for from a central budget for personally addressed mail that supports a Member's parliamentary or constituency responsibilities.

9. Wreaths

- .01 The cost of size 20 wreaths purchased from a Royal Canadian Legion branch for both Remembrance Day (November 11) and Indigenous Veterans Day (November 8) ceremonies is reimbursed from a central budget. While multiple wreaths can be acquired in recognition that a Member may attend numerous ceremonies in their constituency, only 1 wreath may be purchased per cenotaph within the Member's constituency. In cases where there is no cenotaph in a Member's riding, a wreath may be purchased for 1 cenotaph in a nearby riding at the Member's discretion.

10. Member Travel Expense Allowance

- .01 The Member travel expense allowance is an annual allowance paid directly to each Member to help cover the cost of out-of-pocket expenses associated with travel and work within the boundaries of their electoral district that are not otherwise reimbursable. Members are not required to document the use of this allowance or keep any receipts, and as such, the allowance is treated as a taxable benefit with deductions held at source.
- .02 The allowance is distributed on a bi-weekly basis as an addition to a Member's regular pay. Distribution of the allowance
- a) ends when a Member's seat becomes vacant during a Parliament; and
 - b) is suspended when there is a provincial general election, effective the day of dissolution of the Legislative Assembly.
- .03 Following an election, the allowance resumes for a returning Member and begins for a new Member after the election results are certified. The allowance amount is prorated from final voting day to the end of the fiscal year.
- .04 If the Government of British Columbia, pursuant to section 26.1 of the *Constitution Act* (R.S.B.C. 1996, c. 66), provides a vehicle for use by a Member of the Executive Council who is a Member of the Legislative Assembly, that Member is not eligible for the Member travel expense allowance.

11. Basic Residential Security System Allowance

- .01 The basic residential security system allowance is an annual allowance available to a Member to use for the installation or monitoring of a security system for their primary residence. The allowance is

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reimbursed by receipt up to an annual maximum per fiscal year. Direct vendor invoicing is not permitted for this allowance. Eligible expenses include:

- a) purchase of an intrusion detection system (including motion sensors, door and window sensors, panic button, and systems required to connect these devices);
- b) purchase of a video surveillance system; and
- c) installation or ongoing monitoring of the above systems by a security contractor who holds an active British Columbia security licence.

.02 To use this allowance, a Member must submit an application to the Legislative Assembly Administration and complete a *Residential Security Allowance Agreement*.

.03 Claims exceeding the annual maximum of the allowance will not be reimbursed and a Member cannot charge the excess amount to their allowance for the subsequent fiscal year.

.04 Any unused allowance amount is not carried forward to the next fiscal year.

12. Basic Residential Security System Allowance – Vacating a Seat and Elections

.01 The basic residential security allowance is prorated when a Member's seat becomes vacant during a Parliament and when there is a provincial general election.

.02 Should a Member's seat become vacant during a Parliament, the basic residential security system allowance will continue to the last day of the month following the month in which the Member's seat becomes vacant (e.g., if the Member resigns their seat on March 15, they continue to have access to the allowance until April 30).

.03 Upon dissolution of the Legislative Assembly, the basic residential security system allowance may only be used for ongoing monitoring of existing security systems. No new allowance applications will be accepted and any purchase or installation of security systems made after the date of dissolution will not be reimbursed.

.04 For a Member not seeking re-election, the allowance will continue to the last day of the month in which final voting day is designated (e.g., if the election is on October 19, the allowance will continue until October 31). For a Member seeking re-election, the allowance continues to the last day of the month following the month in which

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final voting day is designated (e.g., if the election is on October 19, the allowance will continue until November 30). If a Member is not re-elected, the allowance ends on this day.

- .05 After an election, a returning Member will have access to the unspent portion of their annual basic residential security system allowance. For a newly elected Member, the allowance will be available after the election results are certified, prorated from final voting day and the last day of the fiscal year.

13. Capital City Living Allowance

- .01 The capital city living allowance is an annual allowance available to a Member for accommodation in the Victoria area while conducting their parliamentary work. A Member is required to complete a *Capital City Living Allowance Form* annually to receive the allowance.

The capital city living allowance is available to a Member whose primary residence is located 40km or more by road or ferry from the Legislative Precinct.

- .02 The Speaker may extend the eligibility for the capital city living allowance to a Member who would otherwise be ineligible, in the following circumstances:
- a) the Speaker may deem a Member eligible if, for health or accessibility reasons, the Member requires secondary accommodation in Victoria to conduct their parliamentary duties; and
 - b) the Speaker may extend the coverage of a hotel stay in Victoria if a Member is unable to return home in exceptional circumstances, such as inclement weather.
- .03 The capital city living allowance must be used for secondary accommodation in the Victoria area. The allowance may be used for:
- a) the rental of a residence and related expenses including rent, utilities, furniture rental, basic telephone, cable, internet, parking, and insurance;
 - b) operating expenses related to ownership of a secondary residence such as strata fees, property taxes, utilities, furniture rental, basic telephone, cable, internet, parking, and insurance; or
 - c) a hotel room and related expenses including internet and parking.

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- .04 A Member using the capital city living allowance to rent secondary accommodation must not use their secondary accommodation for any accommodation sharing through which the Member, or a third party on behalf of the Member, receives rental income.
- .05 When participating in a parliamentary committee meeting or attending the Union of British Columbia Municipalities annual convention, a Member who uses the capital city living allowance for hotel accommodation will not have the cost of a hotel room applied against their capital city living allowance.
- .06 A Member may rent secondary accommodation from a Member who owns a primary or secondary residence in Victoria with the following conditions:
 - a) the rental rate must not exceed the fair market value for a comparable accommodation, as determined by the Legislative Assembly Administration using publicly available rental benchmarks;
 - b) where Members are sharing accommodation of the same residence, the fair market value for rent will be based on shared accommodation of the applicable unit; and
 - c) a Member who owns the residence (the landlord) and charges certain expenses against the capital city living allowance (e.g., utilities, cable, internet, furniture) cannot recover the same costs from another source, including a tenancy agreement.
- .07 A Member may authorize the Legislative Assembly Administration to pay expenses directly to a property manager, strata, or landlord. Other eligible expenses under the capital city living allowance must be paid in full by the Member and reimbursed upon presentation of a receipt.
- .08 A Member who changes their accommodation arrangement (e.g., hotel to rental) during the fiscal year and wishes to continue receiving the capital city living allowance must submit a revised *Capital City Living Allowance Form* and supporting documents to the Legislative Assembly Administration at least 1 month before the change will take effect. The Member's allowance amount will be prorated based on the accommodation option chosen and number of months remaining in the fiscal year.
- .09 If a Member uses the capital city living allowance to rent secondary accommodation, at the start of the lease term, the Member may use

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the allowance to stay in a hotel for up to 2 nights while transitioning to their new accommodation.

- .10 If a Member does not use the full amount of their capital city living allowance within the fiscal year, the remaining amount is not carried forward to the next fiscal year.
- .11 A Member who spends the full amount of their capital city living allowance within the fiscal year is responsible for any payment exceeding the maximum allowance.
- .12 Prior to January 1, 2019, a Member had the option to receive a flat-rate direct payment per fiscal year in place of reimbursement for rental, ownership, or hotel accommodation. A Member using this flat rate payment option receives a monthly direct disbursement and is not required to submit any receipts. This payment is treated as a taxable benefit.

14. Capital City Living Allowance – Furniture

- .01 A Member using the capital city living allowance to rent or own secondary accommodation in the Victoria area may use a portion of the allowance each month, and be reimbursed upon presentation of receipts, for the acquisition of furniture through a rental agreement, rent-to-own agreement, or monthly payment plan.
- .02 A Member is responsible for all costs related to moving personal possessions and furniture to their secondary accommodation in the Victoria area.

15. Capital City Living Allowance – Vacating a Seat and Elections

- .01 Should a Member's seat become vacant during a Parliament, the capital city living allowance will continue until the last day of the month following the month in which the Member ceases to be a Member (e.g., if the Member resigns their seat on March 15, they continue to have access to the allowance until April 30).
- .02 When a provincial general election is called, the capital city living allowance will cease for a Member not seeking re-election on the last day of the month in which final voting day is designated (e.g., if the election is on October 19, the allowance will continue until October 31).
- .03 When a provincial general election is called, the capital city living allowance will continue for a Member seeking re-election. If the Member is not re-elected, the capital city living allowance will cease the last day of the month following the month in which final voting day

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is designated (e.g., if the election is on October 19, the allowance will continue until November 30).

.04 If a Member of the Executive Council using the capital city living allowance is not seeking re-election or is not re-elected, the allowance will be paid:

- a) if they are using the rental option, until the last day of the month after the month in which they are relieved of their duties as a Member of the Executive Council (e.g., if a new Cabinet is sworn in on November 20, the allowance will be paid until December 31);
- b) if they are using the hotel or ownership option, until the last day of the month in which they are relieved of their duties as a Member of the Executive Council (e.g., if a new Cabinet is sworn in on November 20, the allowance will be paid until November 30).

.05 A Member returning after an election will be allocated the unspent portion of their annual allowance. For a newly elected Member, the allowance will be available after the election results are certified, prorated from final voting day and the last day of the fiscal year.

16. Relocation Allowance

.01 A Member eligible for the capital city living allowance may use the relocation allowance to move their personal possessions from Victoria to their primary residence in British Columbia when the Member is not returning following a provincial general election. Eligible expenses are reimbursed by receipt up to a maximum amount determined by the one-way distance required for the move (kilometres by road and ferry from the Member's secondary accommodation in the Victoria area to their primary residence in British Columbia).

.02 Standard travel costs reimbursable to Members, such as mileage, travel fare and per diems, are not reimbursed under the relocation allowance.

.03 For moving personal possessions one-way, a Member may claim:

- a) courier and shipping charges;
- b) moving labour;
- c) moving company services;
- d) moving supplies (storage boxes, packing tape, bubble wrap);
- e) oversize vehicle ferry charges;
- f) truck, van, or trailer rental; and

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g) overnight accommodation if required for a long-distance trip.

.04 Where a truck, van, or trailer is rented, eligible expenses include:

- a) optional insurance coverage;
- b) gas;
- c) travel costs if the nearest return location is outside of the Member's home community; or
- d) roundtrip rental if a one-way vehicle rental from Victoria is not available.

.05 Moving-related expenses are only eligible to be reimbursed when made at an arm's-length.

.06 Eligibility for the relocation allowance ends the day after a Member's capital city living allowance ends.

.07 The relocation allowance is treated as a taxable benefit. Payments made under the relocation allowance are subject to the Legislative Assembly's proactive disclosure practices applicable to Members.

.08 For clarity, the relocation allowance cannot be used for the reimbursement of any damage or losses that a Member incurs during a relocation.

17. Transitional Assistance

.01 Transitional assistance is a direct payment available to a non-returning Member for up to 15 months following a provincial general election as a form of income to help the Member transition out of public life, as a Member is not covered by Employment Insurance. The transitional assistance period begins on final voting day of a provincial general election and cannot be extended.

.02 Transitional assistance is paid on a bi-weekly basis as taxable income with deductions held at source. The transitional assistance amount is not pensionable.

.03 To receive the maximum 15 months of transitional assistance, a Member must complete a full term of a Parliament. A Member who was elected in a by-election is eligible for 4 months plus a prorated number of months of assistance based on the percentage of the total number of days in the Parliament that the Member served (e.g., if the Member served 732 days of a Parliament that lasted 1,462 days, they would be eligible for 9.5 months of assistance).

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- .04 A Member who resigns or forfeits their seat in the Legislative Assembly is not eligible for the transitional assistance.
- .05 An eligible Member will receive an amount equal to the basic compensation for a minimum of 4 months regardless of whether the Member is receiving other income.
- .06 After 4 months, a Member must report income on a *Transitional Assistance Employment Income Confirmation Form* including employment salaries, wages, bonuses, commissions, amounts paid for serving on a governance board, and pensions, to the Legislative Assembly Administration on a quarterly basis to continue to receive transitional assistance. The transitional assistance amount will be reduced by the gross amount of income a Member reports receiving.
- .07 A Member is responsible for reporting changes to their income to the Legislative Assembly Administration. If a Member receives income beyond what they have declared on their quarterly report, the Member must repay overpayment of their transitional assistance.
- .08 Transitional assistance ends when a Member receives an income that equals or exceeds the total transitional assistance amount a Member is eligible to receive over the transition period, when a Member stops reporting their income, or declines to participate in the program. A Member can reapply for the transitional assistance within the transitional assistance period if their income drops below the transitional assistance amount, and if their income does not exceed the total amount of transitional assistance a Member is eligible to receive.
- .09 A Member and their beneficiaries will continue to receive benefits coverage while receiving transitional assistance. Benefit coverage ends when a Member advises the Legislative Assembly Administration that benefits are provided by a new employer or as part of the MLA pension post-retirement benefits program, or when a Member ceases to be eligible for the transitional assistance.

18. Retraining Allowance

- .01 The retraining allowance is a reimbursement available to a non-returning Member for professional development following a provincial general election.
- .02 The retraining allowance must be used within the transitional assistance period (15 months following final voting day of a provincial

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general election), unless an exception or extension is pre-approved in writing under section 18.03 or 18.04.

- .03 The Chief Financial Officer may pre-approve a retraining expense that:
 - a) occurs prior to an election if the Member is not seeking re-election; or
 - b) relates to a multi-course program that extends beyond the 15-month transitional assistance period providing the Member completes at least 1 session or class during the transitional assistance period and the program is completed within 3 months after the transitional assistance period ends.
- .04 The Speaker may extend eligibility for the retraining allowance beyond the 15-month transitional assistance period due to a Member's responsibilities as a primary caregiver, or a Member's significant health challenges.
- .05 To receive reimbursement, a *Retraining Allowance Pre-Approval Form* detailing the Member's professional development goal must be submitted to the Legislative Assembly Administration for approval before the costs are incurred. The Chief Financial Officer is responsible for approving or denying claimed expenses based on the criteria outlined in Appendix D – Retraining Allowance.
- .06 A Member who disagrees with the decision of the Chief Financial Officer may refer the matter to the Speaker, whose decision is final.

Contact	Questions regarding this policy may be directed to Financial Services at financialservices@leg.bc.ca .
Procedures	<i>Capital City Living Allowance Form</i> <i>Residential Security Allowance Agreement</i> <i>Retraining Allowance Pre-Approval Form</i> <i>Transition Assistance Employment Income Confirmation Form</i>
References	<i>Policy 7205 – Member General Expenditure</i> <i>Policy 7405 – IT Resource Allocation for Members and Employees of a Member or Caucus</i>

Approved and authorized by the Legislative Assembly Management Committee on June 25, 2026.

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POLICY HISTORY	
Version 1	June 25, 2026

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Appendix A – Allowance Rates

Rates Effective April 1, 2026

Allowance	Maximum Allowance Amount	CPI Adjustment
Capital City Living Allowance		
Rental Option	\$26,529 per fiscal year (up to \$2,100 furniture rental)	No*
Ownership Option	\$26,529 per fiscal year	Yes
Hotel Option	\$23,348 per fiscal year	Yes
Flat Rate Payment Option (No longer available)	\$12,000 per fiscal year	No
Constituency Office Allowance	\$174,525 per fiscal year	Yes
In-Constituency Staff Travel Supplement		
Urban	\$0	N/A
Semi-Urban	\$1,843 per fiscal year	Yes
Semi-Rural	\$2,449 per fiscal year	Yes
Rural	\$2,763 per fiscal year	Yes
Coastal/Remote	\$4,491 per fiscal year	Yes
Start-Up Funding Supplement		
New Member	\$5,000 per Parliament	No
Returning Member	\$2,000 per Parliament	No
Office Furniture and Equipment Supplement	\$10,000 per 3 Parliaments	No
Other Allowances		
Basic Residential Security System Allowance	\$3,900 per fiscal year	Yes
Educational Resource Allowance	\$1,500 per fiscal year	No
Member Travel Expense Allowance	\$6,000 per fiscal year	Yes
Photography Allowance	\$600 per Parliament	No
Transition-Related Allowances		
Relocation Allowance – 40 km to 999 km	\$7,850	No
Relocation Allowance – 1,000 km or more	\$12,150	No
Retraining Allowance	\$9,000	No
Transitional Assistance	\$4,681.17 bi-weekly	N/A

Maximum Allowance Amount: Amounts indicated reflect a full fiscal year. During a year of a provincial general election or by-election, some allowances will be prorated based on the date of the election.

CPI Adjustment: The allowances which note a CPI adjustment are adjusted for inflation at the start of the fiscal year (April 1) to the increase in the British Columbia Consumer Price Index (CPI) for the previous calendar year subject to approval by the Legislative Assembly Management Committee. There is no downward adjustment for years of negative inflation.

*The capital city living allowance rental option is adjusted at the start of the fiscal year (April 1) to the annual rent increase limit set by the British Columbia Residential Tenancy Branch.

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Appendix A Continued

In-Constituency Staff Travel Allowance Riding Classification

Urban		
Abbotsford-Mission	New Westminster-Coquitlam	Surrey-Serpentine River
Abbotsford West	North Vancouver-Lonsdale	Surrey South
Burnaby Centre	North Vancouver-Seymour	Surrey-White Rock
Burnaby East	Oak Bay-Gordon Head	Vancouver-Fraserview
Burnaby-New Westminster	Port Coquitlam	Vancouver-Hastings
Burnaby North	Port Moody-Burquitlam	Vancouver-Kensington
Burnaby South-Metrotown	Richmond-Bridgeport	Vancouver-Langara
Coquitlam-Burke Mountain	Richmond Centre	Vancouver-Little Mountain
Coquitlam-Maillardville	Richmond-Queensborough	Vancouver-Point Grey
Delta North	Richmond-Steveston	Vancouver-Quilchena
Delta South	Saanich South	Vancouver-Renfrew
Esquimalt-Colwood	Surrey City Centre	Vancouver-South Granville
Kamloops Centre	Surrey-Cloverdale	Vancouver-Strathcona
Kelowna Centre	Surrey-Fleetwood	Vancouver-West End
Langford-Highlands	Surrey-Guildford	Vancouver-Yaletown
Langley-Walnut Grove	Surrey-Newton	Victoria-Beacon Hill
Langley-Willowbrook	Surrey North	Victoria-Swan Lake
Maple Ridge-Pitt Meadows	Surrey-Panorama	West Vancouver-Capilano
Semi-Urban		
Abbotsford South	Kelowna-Lake Country-Coldstream	Nanaimo-Lantzville
Chilliwack-Cultus Lake	Kelowna-Mission	Penticton-Summerland
Chilliwack North	Langley-Abbotsford	Saanich North and the Islands
Courtenay-Comox	Maple Ridge East	Vernon-Lumby
Cowichan Valley	Nanaimo-Gabriola Island	West Kelowna-Peachland
Juan de Fuca-Malahat		
Semi-Rural		
Kamloops-North Thompson	Skeena	West Vancouver-Sea to Sky
Ladysmith-Oceanside		
Rural		
Boundary-Similkameen	Kootenay-Monashee	Prince George-Mackenzie
Fraser-Nicola	Kootenay-Rockies	Prince George-Valemount
Kootenay Central	Peace River South	Salmon Arm-Shuswap
Coastal/Remote		
Bulkley Valley-Stikine	Nechako Lakes	Peace River North
Cariboo-Chilcotin	North Coast-Haida Gwaii	Powell River-Sunshine Coast
Columbia River-Revelstoke	North Island	Prince George-North Cariboo
Mid Island-Pacific Rim		

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Appendix B – Constituency Office Allowance Expenses

Appendix B Updated June 25, 2026

Eligible Expenses
The following examples are a non-exhaustive list of eligible expenses.
Communications
Materials and advertising supporting a parliamentary purpose that are non-partisan and relevant to a broad, non-discriminate audience, namely constituents or British Columbians, such as messages that: • announce constituency events • outline constituency office activities • distribute constituency office contact information • request feedback from constituents on specific topics or issues • help constituents access services equitably • send greetings from the Member • provide an update report from the Member on their work within the constituency • describe the role and functions of the Member in the legislative process in a factual and objective manner Examples: newspaper, radio, television, and bus shelter advertisements, boosted social media, MLA reports, household flyers, newsletters, banners, stickers, signage, web page design, inserts in special event programs, photography services, bulk mail-outs to constituents.
Constituency Meetings and Events
Expenses related to hosting or attending non-partisan meetings, functions, and events in, or within a reasonable vicinity of the Member's constituency. This includes expenses for constituency staff hosting or attending on behalf of a Member. Eligible business expenses relating to meals and hospitality include: • meals, including tip, during business meetings for Members. Business meetings may be held in the constituency office or within the electoral district with the Member or constituency staff (or both), and members of the public (constituents, community members, stakeholders) • meals, when from time to time, Members may wish to hold recognition events, which may include hospitality expenses for volunteers, non-for-profit or community groups, or constituency office employees • coffee, tea, milk, cream, and related refreshments and supplies for use by the Member, constituency office staff, or members of the public (constituents, community members, stakeholders) Examples: hospitality items for an event organized or hosted by a Member, event fees, additional insurance coverage for special events, additional wreaths beyond the wreaths allotted under the wreath allowance, casual short or long-sleeve shirts to represent a constituency office at a community event or participate in a day of recognition (e.g., orange t-shirt for National Day of Truth and Reconciliation).

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Constituency Staff Travel
Costs for constituency staff to travel from their regular place of work to meetings and events within the constituency and travel within the province. Examples: accommodation, travel fares, and per diems for travel within the province not assigned as an accompanying person trip.
Contracted Services
Expenses related to contractor services for the constituency office and constituency work. Examples: writers, translation services, janitorial services, water delivery, and maintenance workers.
Event Tickets
Fees for a Member to attend non-partisan community events within a reasonable vicinity of the constituency, acting in their capacity as a Member, or constituency staff attending on behalf of a Member. For events where the ticket fee includes a donation and events raising funds for a community organization, only the minimum ticket price or minimum suggested donation rate is an eligible business expense and any tax receipt issued for the donation cannot be claimed by the Member on their tax return. Any additional donation is a personal cost of the Member. Where the minimum ticket amount includes a combination of the cost of the event and a donation, the full ticket amount is an eligible business expense. The ticket amount may include a meal and beverage.
Memberships
Annual membership dues for a Member to participate in non-political and non-religious community associations or clubs. Examples: local chamber of commerce membership.
Operational Costs and Office Supplies
Supplies and operational expenses necessary for the set-up and running of a constituency office. Examples: constituency office staff payroll, non-standard lease costs, pens, pencils, calendars, notepads, postage, courier services, coffee maker, microwave, refrigerator, utensils, hand towels, office furniture, signage, window coverings, security systems, stationery exceeding a Member's annual allotment, workplace accommodation items to fulfil a Member's responsibility as an employer.
Promotional and Protocol Items
Items used for constituency office promotion, or gifts given in the course of the Member's duties as protocol or to recognize an important person, event, or organization that has positively contributed to a community in the Member's constituency. Examples: pins, flags, protocol items, flowers for the funeral of a Member's constituent.
Technology Equipment
Additional devices and business equipment not provided as standard IT resources under <i>Policy 7405 – IT Resource Allocation for Members and Employees of a Member or Caucus</i>. Examples: cameras, audio and visual equipment, televisions, teleconferencing equipment, mobile phones, tablets, computers ordered through the Information Technology Department.

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Ineligible Expenses
The following is a non-exhaustive list of ineligible expenses.
Alcohol
Any expense related to the purchase of alcohol.
Donations and Sponsorships
Items, cash, or cash-equivalent donated for third-party fundraising, providing sponsorship or financial assistance to organizations, groups, individuals, or causes, or soliciting contributions or donations for any organization, group, or individual, including scholarships.
Examples: donating gift baskets or prizes for a fundraiser, sponsoring a park bench or community sports team, paying for advertisements promoting donations to a specific charity.
Exceptions: cash related to event attendance or charitable donation related to event ticket purchase, and during the holidays, Members may encourage constituents to donate to food banks or charities in general, but not specific organizations.
Event Tickets
Cost of admission to events where the Member is not attending in their capacity as a Member and costs for a Member's family to attend any event with a Member or on behalf of a Member.
Examples: personal entertainment tickets such as sports events and concerts, ticket fee for a Member's spouse to attend a community event.
Family & Personal Relationships
Salary or payments of any kind to a Member's family, personal friends, or persons involved in other business with the Member. Meals and refreshments for a Member's family, including meals and refreshments at constituency meetings and community or recognition events.
Gift Cards
Gift cards for any purpose.
Jewellery
Jewellery that is not purchased from the Parliamentary Gift Shop.
Partisan Activities
Any costs related to partisan, political activities of the Member, the party's constituency association, or a political party, including any type of event related to raising donations or awareness of a political party.
Partisan Communications & Advertising
Any costs to print, produce, publish, promote, or distribute material seeking financial support or containing any identification or information of a partisan or political nature.
Examples:
Communications and advertising using party slogans, political statements, party logos or other identifiers (excluding names and colours)

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- A slogan is any descriptor that goes beyond the factual identification of a Member's responsibilities by assessing their effectiveness in some way, for example, "Working hard for you"
- Content that disparages any party or Member (i.e., content must not include negative comments or criticize another Member, caucus, or party's policies, platforms, or actions)
- Content that solicits funds or promotes constituency associations
- Content that solicits support or opposition to a candidate or issue under consideration by a local, provincial or federal government
- Content that links to partisan or political party webpages
- Conducting or commissioning surveys about voting intentions
- Exclusionary advertisements (i.e., only specific individuals are invited to an event)
- Paid promotion of partisan social media posts, including boosting social media that links to partisan content or webpages, political party webpages, or party affiliated social media handles

Personal Items

Items and expenses of a personal nature, household expenses, or payments towards personal capital assets.

Examples: Personal and business clothing, jerseys, dry cleaning, haircuts, personal care, personal meals, membership fees for a leisure, social, or service club, or professional association, professional licence fees, personal entertainment, traffic violation fines, acquiring equity in real estate, leasing or purchasing a vehicle, communication products promoting the personal interests of the Member (e.g., their business).

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Appendix C – Stationery and Postage Allowance

Appendix C Updated June 25, 2026

The following stationery products and postage costs are paid for from centralized Legislative Assembly funds up to the specified limit:

Stationery Products and Postage	Limit Per Fiscal Year (April 1 – March 31)
Business cards – Member	3,000 units
Business cards – constituency staff	500 units per constituency staff
Constituency notecards	500 units
Constituency notecard envelopes	500 units
Personalized letterhead, standard 8.5" x 11" paper	3,000 units
Personalized envelopes, standard size No. 10	3,000 units
Postage for personally addressed mail	Unlimited

Stationery Standards

Stationery must conform to an established format, which includes a Member's:

- name;
- constituency riding;
- constituency office address and phone number (when established);
- Parliament Buildings address and phone number;
- email address;
- websites and social media accounts (if applicable).

Stationery may include a Member's title for their caucus position, opposition critic role, or the following positions:

- Speaker;
- Deputy Speaker;
- Assistant Deputy Speaker;
- Deputy Chair, Committee of the Whole;
- Leader of a recognized caucus;
- House Leader of a recognized caucus;
- Caucus Whip of a recognized caucus;
- Deputy Caucus Whip of a recognized caucus;
- Caucus Chair of a recognized caucus.

Stationery materials may include a second or third language. The Member is responsible for any costs relating to the translation.

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Appendix D – Retraining Allowance Eligible and Ineligible Expenses

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Eligible Expenses	Description
Career Counselling	Resume and interview assistance, discussion of opportunities, guidance on a course of action.
One-time Fees	One-time fees required as part of the retraining (such as exam and license fees) and travel such as accommodation, travel fare, mileage, to attend training (reimbursement is at rates established by the Legislative Assembly, where applicable).
Textbooks, Course Materials, and Supplies	Textbooks, course materials, and supplies that are listed as a requirement for the courses.
Traditional Education	In-person or online courses at a Canadian college, university, or institution intended to lead to re-employment. Preference must be given to courses, where available, at a British Columbia institution. Distance (online) courses from a non-Canadian college, university, or institution intended to lead to re-employment. In-person courses outside of Canada are not eligible.
Training and Professional Development	In person or online professional development courses (including conferences) and certificate programs, and courses in support of work for non-governmental organizations, occurring within Canada, intended to lead to re-employment or required as part of re-certification in a professional organization. Preference must be given to opportunities, where available, at a British Columbia institution. Distance (online) training and professional development from a non-Canadian organization intended to lead to re-employment. In-person training and professional development outside of Canada are not eligible.

Ineligible Expenses	Description
Equipment	Equipment that will be used beyond the extent of a course, e.g., a camera purchased for a photography class.
Per diem	Travel per diems are the responsibility of the former Member.
Ongoing Costs	Ongoing costs such as professional membership dues.